

INFORMATION AND INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR EDUCATION BENEFITS

PRIVACY ACT INFORMATION - No benefits may be paid unless a completed application has been received (38 U.S.C. 3471). The information requested on this form is necessary to determine your eligibility to education benefits. The responses you submit are considered confidential (38 U.S.C. 5701), and may be disclosed outside VA only if the disclosure is authorized under the Privacy Act, including the routine uses identified in the VA system of records, 58VA21/22/28, Compensation, Pension, Education and Rehabilitation Records - VA, published in the Federal Register. Information submitted is subject to review through computer matching programs with other agencies for the purposes of eligibility verification and debt collection.

RESPONDENT BURDEN - Public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the VA Clearance Officer (723), 810 Vermont Avenue, NW, Washington, DC 20420; and to the Office of Management and Budget, Paperwork Reduction Project (2900-0154), Washington, DC 20503. Do NOT send requests for benefits to these addresses.

HOW TO APPLY FOR BENEFITS

1. **PART I** - Complete Part I of this application to apply for any one of the education benefits indicated in Item 11 of this application.

2. **PART II** - If you are on active duty in the Armed Forces, your education services officer and your commanding officer must complete PART II of this application. This does not apply if you are in the reserves.

3. **CERTIFICATION OF ENROLLMENT** - If you have selected a school or training establishment, request the certifying official of your school or training establishment to complete VA Form 22-1999, Enrollment Certification. Your school should send both this application and the enrollment certification to VA.

4. **ADVANCE PAYMENT** - If your school participates in the advance payment program, you may receive an advance payment for the initial month or partial month and the following month if you enroll in school on at least a half-time basis. To request an advance payment, contact the school you will attend at least 30 days but not more than 120 days, before the beginning of the term. Advance payment checks are mailed to the veterans certifying official at the school for delivery to you upon registration but no earlier than 30 days before classes begin.

5. **ITEMS ON APPLICATION** - Instructions relating to specific items in the application are discussed in SPECIFIC INSTRUCTIONS.

6. **FURTHER ASSISTANCE** - If you need assistance in completing this application or if you require further information on other VA benefits, you can call VA TOLL-FREE using the following phone number(s):

(800) 827-1000 or TDD (800) 829-4833

SPECIFIC INSTRUCTIONS

The instructions in this section are numbered to correspond to the items on the application.

ITEM 11B - If you are claiming benefits under the Montgomery GI Bill - Selected Reserve Educational Assistance Program, attach a copy of your DD Form 2384, Notice of Basic Eligibility. This notice is issued to you by your reserve unit (for example, the Army Reserve or the Air National Guard) at the time you became eligible for the Selected Reserve Educational Assistance Program. If you are unable to obtain your copy, request your reserve unit to furnish you with a duplicate.

ITEM 12 - You should have received one of the following information pamphlets with your application.

a. VA Pamphlet 22-90-2, Summary of Educational Benefits Under the Montgomery GI Bill - Active Duty Educational Assistance Program, Chapter 30, of Title 38 U.S.C.

b. VA Pamphlet 22-90-3, Summary of Educational Benefits under the Montgomery GI Bill - Selected Reserve Educational Assistance Program, Chapter 106, of Title 10 U.S.C.

c. VA Pamphlet 22-79-1, Revised, Summary of Educational Benefits under the Post-Vietnam Era Veterans' Educational Assistance Program - VEAP.

When VA receives your application, if you checked "No," in Item 12, VA will send you a pamphlet. You may also request a pamphlet from the person who furnished you this application.

ITEM 13 - Furnish proof of all periods of active military service which you completed as follows:

a. Furnish the original of copy 4 of DD Form(s) 214 for each period of active military service which you completed on or after October 1, 1979. If you do not have the original of copy 4, submit the original of any other copy which you have.

b. Furnish the original of DD Form(s) 214 for each period of active military service which you completed before October 1, 1979.

c. We will return all original documents that you submit with your application. If you have recorded the original document with a county recorder, you may submit a certified copy of the document instead. If you complete your application at a VA office, VA personnel can certify the original of any documents needed to support your claim. These documents are then returned to you immediately.

ITEM 18 - (Career Planning Assistance) - During career counseling, our Vocational Rehabilitation and Counseling Division will provide you with comprehensive assistance so you can make the best use of your VA education benefits. This assistance may include testing to develop a greater understanding of your skills, talents, and interests. You and your counselor will then use this information to explore ways to improve your current educational plans. If you need money to pay for your educational program or to meet your living expenses, your counselor has extensive information about sources of financial aid. The Vocational Rehabilitation and Counseling Division can also provide you with information about sources of assistance in obtaining employment.

If you have any questions or need assistance in completing this application, use the TOLL-FREE telephone number shown above. The information pamphlet described in Item 12 of these instructions furnishes comprehensive information on the benefit program you are applying for.

NOTE: REQUESTING CAREER PLANNING ASSISTANCE WILL NOT DELAY THE PROCESSING OF YOUR CLAIM.

ITEM 18C - Benefits are available for training as follows:

School Attendance - Available for all benefit programs shown in Item 11.

Correspondence Training - Available for all benefit programs shown in Item 11. (See NOTE below.)

Apprenticeship or on-the-job - Available for all benefit programs shown in Item 11.

Independent Study - Available for all benefit programs shown in Item 11. Not available for chapter 106 before October 1, 1990, unless taken concurrently with resident training.

Flight Training - Available for all benefit programs shown in Item 11.

ITEM 18F - Refresher courses are available for all benefit programs shown in Item 11. Available for chapter 106 after September 30, 1990.

NOTE: If you plan to enroll in a correspondence course or a combination correspondence-residence course, be sure the field of study is suitable to your abilities and interests before you sign a contract with the school. Information on correspondence courses is available at the nearest U. S. Veterans Assistance Center or VA regional office. The correspondence school may require you to pay for all or the majority of the course even though you complete only a portion of it. Unlike the other training programs shown above, payments for correspondence courses are made quarterly after VA receives your certification showing the number of lessons you completed during the previous quarter. The information pamphlet described in Item 12 of these instructions furnishes additional information on payments.

You must affirm a contract for enrollment in a correspondence course more than 10 days after you sign the contract. You will not be authorized educational benefits for any lessons serviced by the school before the date you affirmed the contract. If you decide not to enroll in a correspondence course after signing a contract but before signing the affirmation, you are entitled to receive a full refund from the school of any payment made for the course.